



UNITED STATES DISTRICT COURT NORTHERN DISTRICT OF OHIO

Vacancy Announcement 14-10

POSITION:	Systems Administrator	NUMBER OF POSITIONS:	Up to two (2) positions may be filled
DUTY STATION:	Cleveland, Ohio	SALARY RANGE	CL 27 to CL 28 (\$48,201 - \$93,953)
POSITION TYPE:	Full-time permanent	AREA OF CONSIDERATION:	All qualified applicants
OPENING DATE:	July 3, 2014	CLOSING DATE:	Open until filled Applications preferred by July 25, 2014

The U.S. District Court for the Northern District of Ohio has an immediate opening for a Systems Administrator. Starting salary dependent upon qualifications and experience.

POSITION OVERVIEW

The Northern District Court of Ohio seeks a Systems Administrator. The District Court's automation team provides support services to 23 judges and 250+ staff members in chambers, the Clerk's Office, and the Pretrial Services & Probation Office.

ENVIRONMENT

Platforms include HP Proliant/Dell Poweredge/IBM servers, SAN/NAS, VMware vSphere 5.x and VMware Horizon View v5.x, Windows 2008R2/2012 Server, Windows 7, and SQL Server. Key desktop products include WordPerfect, Lotus Notes, Adobe Acrobat and MS Office.

REPRESENTATIVE DUTIES

The Systems Administrator is responsible for ensuring the availability of the Court's network, including virtualized servers (file, print, SQL and web), traditional and virtualized desktop systems, backups, online replication (Microsoft DFSR), and Symantec antivirus. This individual will monitor and optimize hardware, systems and databases to ensure system performance and reliability; perform troubleshooting as required; and administer active directory services. The position will provide support for servers and court users in Cleveland, Akron, Youngstown and Toledo, Ohio.

QUALIFICATIONS

The Court seeks an individual who possesses a "can do" attitude with excellent oral and written communications skills. They must possess the ability to effectively troubleshoot technical problems, manage multiple projects simultaneously, and have a broad understanding of various technologies and principles. The ideal candidate will have three or more years of systems administration experience, preferably in a virtualized server and desktop environment (VMware/View). They should also have working knowledge of Windows Server / Active Directory / Windows 7. Experience with Cisco network switch management and troubleshooting is a plus.

Three or more years of experience with Storage Area Network (SAN) or NAS (Network Attached Storage) devices connected to VMware environment supporting virtual desktops and other Windows applications is desired.

PREFERRED QUALIFICATIONS

Bachelor's degree in a computer-related field *or* equivalent experience that would substitute for a bachelor's degree. Microsoft, VMware or Cisco certifications.

CONDITIONS OF EMPLOYMENT

Applicants must be U.S. citizens or eligible to work in the United States. A background investigation with law enforcement agencies, including fingerprint and criminal record checks will be conducted. Any applicant selected for a position will be hired provisionally pending successful completion of the investigation. This position is subject to mandatory electronic fund transfer (direct deposit) for salary payment.

INFORMATION FOR APPLICANTS

Applicants selected for interviews must travel at their own expense. The Court reserves the right to modify the conditions of this job announcement or to withdraw the job announcement, or to fill the position sooner than the closing date, if a closing date is shown, any of which action may occur without any prior written notice. The Court will only communicate with those qualified applicants who are selected for an interview. If you are not notified, another applicant was selected. **No phone calls please.**

Judiciary employees serve under excepted appointments and are considered "at will" and can be terminated with or without cause by the Court. The U.S. Courts require employees to adhere to a Code of Conduct that is available to applicants for review at the court's web site www.ohnd.uscourts.gov

BENEFITS

- 10 paid holidays per year
- 13 days paid vacation for the first three years of full-time employment. Thereafter, 20 to 26 days per year dependent upon length of federal service
- 13 days of paid sick leave per year (unlimited accumulation)
- Choice of a variety of employer-subsidized federal health and life insurance plans
- Mandatory participation in the Federal Employees Retirement System
- Optional participation in the Thrift Savings Plan
- Optional Long-term disability and long-term care insurance
- Optional participation in The Flexible Benefit and Commuter Benefit Programs

HOW TO APPLY

To apply, submit a cover letter (including position title and announcement #), a detailed resume, two professional references, and completed application form AO78, available at the court's web site <http://www.ohnd.uscourts.gov/home/careers-in-the-court> to the address below. Applications may also be e-mailed to apply@ohnd.uscourts.gov. E-mailed documents must be in Word, WordPerfect or PDF format. Use only one method of application. No faxes please. **Incomplete submissions will not be considered.**

United States District Court
Carl B. Stokes U.S. Court House
Attn: Human Resources Office #14-10
801 West Superior Avenue, Suite 1-115
Cleveland, OH 44113-1830

THE UNITED STATES DISTRICT COURT IS AN EQUAL OPPORTUNITY EMPLOYER.